

2. SHIP TO: Attention Name <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> Firm/Company Name <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> Complete Street Address (Include apt/suite#), PO Box or RR and RR Box <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> City or Post Office <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> State ZIP+4 Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 40px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> </div> Foreign Country Name (When applicable) Foreign Postal Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 60%; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20%; height: 1.2em;"></div> </div> Area Code Phone Number Industry Type Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 40px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> </div>				3. BILL TO: (Complete only if different from shipping address) Attention Name <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> Firm/Company Name <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> Complete Street Address (Include apt/suite#), PO Box or RR and RR Box <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> City or Post Office <div style="border: 1px solid black; height: 1.2em; width: 100%;"></div> State ZIP+4 Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 40px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> </div> Foreign Country Name (When applicable) Foreign Postal Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 60%; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20%; height: 1.2em;"></div> </div> Area Code Phone Number Industry Type Code <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 40px; height: 1.2em;"></div> <div style="border: 1px solid black; width: 20px; height: 1.2em;"></div> </div>			
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4. PRODUCT ID	5. PRODUCT DESCRIPTION	6. FORMAT CODE	7. AREA(S) REQUESTED	8. QTY	9. UNIT PRICE	10. TOTAL PRICE

12. PAYMENT METHOD
 Tax ID #: _____

☐ Check ☐ Money Order
☐ Discover ☐ Visa ☐ MasterCard ☐ American Express ☐ Diners Club

 Card #: _____ Expiration: ____/____
 Name (print): _____ Signature: _____

COPYRIGHT AGREEMENT
☐ Product **WILL BE** reproduced
☐ Product **WILL NOT BE** reproduced.

THANK YOU FOR YOUR ORDER.
 PRICES SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.
 PLEASE ALLOW 21 DAYS FOR DELIVERY.

Make check or money order payable to
"UNITED STATES POSTAL SERVICE".
DO NOT SEND CASH.

11. ORDER TOTAL

FOR USPS USE ONLY

 Control Number: _____
 Check Number: _____
 Check Amount: _____

Refund Policy:
**NO REFUNDS WILL BE MADE
 AFTER THE PACKAGE SEAL HAS
 BEEN BROKEN**

Instructions		Industrial Codes													
Sections 1. Enter your customer number if you are presently receiving any AIS products. 2. Enter information where product is to be shipped. Also enter your Industry Type Code from the table on the right. 3. Complete this section only if billing address differs from shipping address. 4. Enter the Product ID as shown in the AIS Product Catalog. 5. Enter a brief description of the product. 6. Enter the appropriate format code from the table below: <table border="0"> <tr> <td>Code</td> <td>Tape Format</td> <td></td> <td></td> </tr> <tr> <td>* A</td> <td>EBCDIC 38K BPI</td> <td>18</td> <td>track cartridge</td> </tr> <tr> <td>B</td> <td>ASCII</td> <td></td> <td>CD-ROM (ISO 9660)</td> </tr> </table> <p>* Z4Change binary file is available only in the formats noted above.</p>		Code	Tape Format			* A	EBCDIC 38K BPI	18	track cartridge	B	ASCII		CD-ROM (ISO 9660)	01 AGRICULTURE PRODUCTS-CROPS 02 AGRICULTURE PRODUCTS-LIVESTOCK 07 AGRICULTURE SERVICES 08 FORESTRY 09 FISHERIES 10 METAL MINING 11 ANTHRACITE MINING 12 BITUMINOUS, LIGNITE 13 OIL, GAS EXTRACTION 14 NONMETALLIC MINERALS 15 GENERAL BUILDING CONTRACTORS 16 HEAVY CONSTRUCTION CONTRACTORS 17 SPECIALTY TRADE CONTRACTORS 19 ORDNANCE, ACCESSORY 20 FOOD, KINDRED PRODUCTS 21 TOBACCO MANUFACTURER 22 TEXTILE MILL PRODUCTS 23 APPAREL PRODUCTS 24 LUMBER, WOOD PRODUCTS 25 FURNITURE, FIXTURES 26 PAPER, ALLIED PRODUCTS 27 PRINTING, PUBLISHING 28 CHEMICALS, ALLIED PRODUCTS 29 PETROLEUM REFINING INDUSTRY 30 RUBBER AND PLASTICS 31 LEATHER PRODUCTS 32 STONE CLAY, GLASS 33 PRIMARY METAL INDUSTRY 34 FABRICATED METAL 35 MACHINERY ELECTRIC 36 ELECTRICAL EQUIPMENT 37 TRANSPORTATION EQUIPMENT 38 INSTRUMENTS 39 MISCELLANEOUS MANUFACTURING 40 RAILROAD TRANSPORTATION 41 LOCAL PASSENGER TRANSPORTATION 42 TRUCKING AND WAREHOUSING 43 UNITED STATES POSTAL SERVICE 44 WATER TRANSPORTATION 45 AIR TRANSPORTATION 46 PIPE LINES AND NATURAL GAS 47 TRANSPORTATION SERVICES 48 COMMUNICATION 49 ELECTRICAL/GAS SANITATION SVC 50 WHOLESALE TRADE-DURABLE GOODS 51 WHOLESALE TRADE-NONDURABLE GOODS 52 BLDG MTLs/HARDWARE/GARDEN SUPPLY 53 GENERAL MERCHANDISE 54 FOOD STORES 55 AUTO DEALER SERVICE STATION 56 APPAREL ACCESSORY STORES 57 FURNITURE, HOME FURNISHINGS 58 EATING/DRINKING PLACES 59 MISCELLANEOUS RETAIL STORES 60 BANKING 61 CREDIT AGENCY AND BANK 62 SECURITIES/COMMODITY BROKERS SVC 63 INSURANCE CARRIERS 64 INSURANCE AGENTS, BROKERS 65 REAL ESTATE 66 COMBINED REAL ESTATE 67 HOLDING, REAL ESTATE, INVESTMENT 70 HOTELS, PRESORT LODGING 72 PERSONAL SERVICES 73 MISCELLANEOUS BUSINESS SERVICES 75 AUTO REPAIR SERVICES 76 MISCELLANEOUS REPAIR SERVICES 78 MOTION PICTURES 79 AMUSEMENT/RECREATION SERVICES 80 HEALTH SERVICES 81 LEGAL SERVICES 82 EDUCATIONAL SERVICES 83 SOCIAL SERVICES 84 MUSEUM/BOTANICAL/ZOO GARDENS 86 MEMBERSHIP ORGANIZATIONS 88 PRIVATE HOUSEHOLDS 89 MISCELLANEOUS SERVICES 91 EXEC/LEGISLATIVE/GENERAL GOV'T 92 JUSTICE PUBLIC SAFETY 93 PUBLIC FIN TAX, MONEY 95 ADM OF ENVIRONMENT AND HOUSING 96 ADM OF ECONOMIC PROGRAMS 97 NATL SECURITY INTERNAL AFFAIRS 98 POST OFFICE BOXES 99 NONCLASSIFIABLE	
Code	Tape Format														
* A	EBCDIC 38K BPI	18	track cartridge												
B	ASCII		CD-ROM (ISO 9660)												
7. Enter information only if the product you are ordering has an option for selected areas. (See AIS Product Catalog) 8. Enter the quantity or number of copies requested. 9. Enter the unit price as shown on the price insert sheet. 10. Enter the total amount for the product. 11. Enter the total amount for all products ordered. 12. Check the appropriate box and attach payment to the order form. Mail to: ACCOUNTS RECEIVABLE - AIS PRODUCTS NATIONAL CUSTOMER SUPPORT CENTER UNITED STATES POSTAL SERVICE 6060 PRIMACY PKWY STE 201 MEMPHIS TN 38188-0001 1-800-238-3150															
<p>REFUND POLICY: NO REFUNDS WILL BE MADE AFTER PACKAGE SEAL HAS BEEN BROKEN.</p> <p>NOTE: TECHNICAL GUIDES WITH PRODUCT SPECIFICATIONS ARE AVAILABLE AT NO CHARGE.</p> <p>See our privacy policy on usps.com</p>															